



FAIR OAKS CEMETERY DISTRICT

Guillermo Barron
District Manager
Mysti Lingenfelter
Admin Assist
Gonzalo Vega
District Foreman

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ESTABLISHED 1902

BOARD OF TRUSTEES
Robert Clouse-Chairman
Carolyn Flood-Vice Chairman
Patricia Vogel
Albert D. Neufeld
Peter Schroeder

**"It is our mission to partner with our community to
preserve our past & memorialize our future."**

Minutes

OF REGULAR MEETING OF THE BOARD OF TRUSTEES OF FAIR OAKS CEMETERY DISTRICT

Wednesday, September 14, 2022, at 9:15 am

District Office

7780 Olive St.

Fair Oaks, CA 95628

Due to COVID-19 precautions this meeting will be held in person and online via Zoom.

- Chairman Clouse called the meeting to order at 9:15am
1. Pledge of Allegiance
 - Those assembled recited the Pledge of Allegiance
 2. Roll Call of Board
 - Present were trustees Bob Clouse, Pat Vogel, Pete Schroeder, Don Neufeld, and Carolyn Flood, Foreman Gonzalo Vega, and Employee Mysti Lingenfelter. DM Guillermo Barron was absent.
 3. Public Comment on any agenda items - Open or Closed.
 - No Public Present
 4. Unfinished Business - Board Discussion & Possible Action Items
 - A. Update on Land/Tax Issues
 - Trustee Schroeder met with Folsom City Planner, Scott Johnson, about the greenbelt land in Folsom. Folsom has a requirement to keep 30% of its land as "open". We will look into what this means for FOCD.
 - Trustee Schroeder would like to meet with the supervisors to talk about the Easton land.
 - Letter to the Board of Supervisors is being drafted.
 - B. QuickBooks / CemSites
 - CemSites integration should be completed by the end of the month.
 - Staff purchased QuickBooks training online and it is available for anyone to learn.
 - C. Security Solutions
 - Estimate for Liberty Bell needs to be completed by end of month or we will have to get estimates from other companies.
 5. Finance Committee Report
 - Finance committee met prior to the board meeting. Treasurer Vogel reported total claims were \$25,319.60
 6. Consent Calendar
 - A. Approval of Board Minutes of August 10, 2022
 - B. Approval of Claims
 - Motion to accept the consent calendar as amended. Moved by Trustee Flood 2nd by Trustee Neufeld.
Approved Unanimously
 7. Investment Committee Report
 - Investment Committee met prior to the board meeting. Our accounts are in holding for 3 years. Consequently, our investments are following market trends
 8. Information Items
 - A. District Foreman's Monthly Report
 - i. Safety Report
 - This month's safety meeting was held on proper hydration, as the days have been extremely hot.

Fair Oaks Cemetery District Minutes for Board of Trustees Meeting September 14, 2022

ii. Any unusual activities

- People have been seen driving by seeming to be scoping items out. Cameras have recorded this behavior and we are doing what we can to prevent theft.

B. DM's Monthly Reports:

i. Sales

- District sales reported as \$109,166.72 (Total Income \$106,389.23)

ii. Internments

- District's 19 burials consisted of 10 cremations and 9 caskets

iii. Attendance

- District Employee's attendance is up to date

iv. Website Contacts

- Google Analytics showed 188 visits to our website in July.

- Chamber Catcher page showed 48 visits.

v. Correspondence

- Trustee Neufeld followed up with Jasper Jacobs from CalPERS, we are in compliance with our current retirement through STERS. The recommendation was to stay where we are with our retirement.

vi. Upcoming events, conferences, and trainings

- Clerk Lingenfelter and DM Barron will be attending the Board Secretaries conference in November. Scholarship for Lingenfelter was awarded through CSDA.

- Motion to move the November board meeting to Wednesday November 16, 2022. Moved by Trustee Flood 2nd by Trustee Schroeder. Approved Unanimously

vii. Major Purchases or other Extraordinary Expenditure

- Auger Purchase – research approved.

- New development of fountains cremation section presented.

viii. Incidents

- Security issues discussed

9. New Business - Board Discussion & Possible Action Items:

10. Trustees Discussions, Questions, & Comments

- Nothing to report

11. Adjournment

- Chairman Clouse adjourned the meeting at 10:13 am

Approved as X read _____ corrected.

Bob Clouse Chairman
Prepared by: Mysti Lingenfelter Secretary

Votes: <u>5</u> Ayes
<u>0</u> Nays
<u>0</u> Abstain
<u>0</u> Absent